

DISPATCH

CLASSIFICATION

PROCESSING ACTION

SECRET

MARKED FOR INDEXING

TO
Chief of Station, [REDACTED] ATTN: FE Engineer

NO INDEXING REQUIRED

INFO.
ONLY QUALIFIED DESK
CAN JUDGE INDEXINGFROM
Chief, Real Estate & Construction Division, OL

MICROFILM

SUBJECT
[REDACTED] - Status Reports on Construction Activities

ACTION REQUIRED - REFERENCES

1. Reference is made to the monthly status report on construction projects furnished Headquarters by the Far East Engineer.

2. Attached is a slightly revised format for this report which we would appreciate being used in the future. Some general comments on the use of the form are attached to the forms. The minor revisions made in the form are designed to accomplish the following:

a. Include scope of the project, i.e., gross square foot area of buildings, area of pavements, etc. This is particularly useful to Headquarters in developing construction cost experience data to be used in estimating costs of future projects.

b. Include the Project No. to ensure positive identification of all jobs.

3. For control purposes [REDACTED] project numbers are assigned to current construction projects as shown on the attached list. Please cite these project numbers on all traffic and progress reports concerning the projects. Using this number is most helpful to Headquarters in that it ensures positive identification of the project being referred to. Numbers shall be assigned to future projects as they are approved by Headquarters. When locally approved projects are listed, any appropriate local identifying number (work order number, project number, etc.) may be used.

4. Your assistance in making these improvements is appreciated.

Att

Distribution:

2 - COS, [REDACTED] w/att

CROSS REFERENCE TO	DISPATCH SYMBOL AND NUMBER	DATE	
	RTBS-6694		
	CLASSIFICATION	EXCLUDED FROM PHOS FILE NUMBER downgrading and declassification	
	SECRET		
1 - OL Registry 1 - FE/LOG ① - OL/RECD Project 1 - OL/RECD/D&CB/FS Chrono	ORIGINATING		
	OFFICE	OFFICER	TYPIST
	OL/RECD/D&CB/FS/[REDACTED]	-dek	EXT. 3023
	COORDINATING		
	OFFICE SYMBOL	DATE	OFFICER'S NAME
	FE/LOG	2 Jan '68	[REDACTED] 25X1A
RELEASING			
OFFICE SYMBOL	DATE		
EO/OL	4 JAN 1968	[REDACTED] 25X1A	

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